

DD-110-832

9/11/78

1/19

15N 38700

May 17, 1978

ACTION MEMORANDUM

TO: DS/PO, Mr. Robert Simpson

FROM: DS/XII, Nicolaas Luykx *Nicolaas Luykx*

SUBJECT: Approval of Project Implementation for a Workshop/Seminar on the Role of Women in Title XII

Problem: To obtain formal project approval and authorization for project implementation and funding for the attached unsolicited proposal submitted by Kathleen Cloud of the University of Arizona.

Discussion: This proposal was developed by Ms. Cloud as a result of her experience with the Conference on the Role of Women in Food Production and Food Distribution Systems in the Developing World held at Tucson in January, 1978. The proposal suggests a course of action for alleviating the problem of the underrepresentation of women in U.S. university international activities. It was submitted to the BIFAD (via PPC/WID). The Board, at its April meeting, recommended it to A.I.D. for implementation. There is general agreement that the problem of the underrepresentation of women is in large part due to their lack of familiarity with either the administrative operation of A.I.D. program development or the management of international agricultural programs at their own universities. It is important that these deficiencies be overcome if Title XII is effectively to mobilize university women as a contributing part of the involvement of U.S. universities in Title XII.

Objectives: The objective of this proposal is to strengthen the capacity and capability of professional staff women at Title XII eligible universities to participate in their institutions' international food and nutrition development activities undertaken in conjunction with Title XII. The proposal calls for the implementation of a three-week seminar for approximately 30 professional university women having an interest or capability in the international food and nutrition development field.

It is probable that there will be a need for successive sessions, based on the design for this project. Approval of this project makes no commitment to successive sessions.

Neither the Project Officer, Gerald Graf, DS/XII, nor, to the best of his belief, any other A.I.D. employee, solicited the proposal from the offerer or assisted in the design of the proposal as originally submitted. In preliminary discussions within A.I.D., it was agreed upon in principle that A.I.D. would underwrite the cost of this workshop/seminar with the provision that the universities employing the prospective participants should pay for the cost of their transportation to and from the training site. This initial session will be held in Washington, D.C.

It is likely, given the level of interest in this activity, that several sessions will be needed. The attached PIO/T (Attachment B) covers only one session but asks that the contractor design a program which may be replicated in the future for similar university groups. The PIO/T also includes certain modifications of Ms. Cloud's original proposal and budget which DS/XII feels are appropriate or necessary to more fully meet A.I.D.'s objectives.

Capabilities of Program Director: Ms. Cloud is recognized as an active and highly competent leader in the development of programs promoting the role of women in development. She served as conference manager for the Arizona conference referred to above and has been recommended by both her own institution and other universities.

Reviews of the Proposed Project: This unsolicited proposal has been reviewed by the Development Support Bureau; the Board for International Food and Agricultural Development and its two subordinate joint committees; the Office of Women in Development, PPC; and OPT/PSCD. Comments of the reviewers have been considered in the preparation of the attached PIO/T.

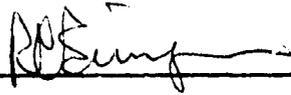
The proposal has been reviewed by DS/XII and meets the requirements of an unsolicited proposal contained under AID PR 7-4.5301. Therefore, it is recommended that a contract be awarded to the University of Arizona without consideration of other sources.

Project Costs: The estimated budget of \$49,082 is slightly higher than the original proposal because per diem was not included in the original for either the contractor or the participants.

Timing: Because this program will involve participation by university personnel who will be available only during a limited period, it is vital that this proposed contract be implemented as soon as possible. Program design work and selection of participants must begin in early June if the seminar is to be conducted in August as planned.

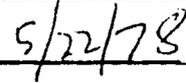
Recommendation: That the project be approved under the Small Activities Project competitive procurement be authorized as a proposal meeting requirements of AID PR 7-4.5301.

Approved: _____



Disapproved: _____

Date: _____



Attachments:

- A. Proposal
- B. PIO/T

PROPOSAL FOR A TRAINING WORKSHOP
ON WOMEN AND DEVELOPMENT FOR PERSONNEL OF
TITLE XII UNIVERSITIES

Submitted to

The Office of Women and Development and the
Board of International Food and Development
through the Office of Women and Development

April 10, 1978

by

Kathleen Cloud
University of Arizona
Tucson, Arizona 85721

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Over the past 10 years there has been a growing awareness that development and modernization, in spite of the many benefits they may bring to a society, have often had an adverse effect on women's status and roles. The publication of Ester Boserup, 'Women's Role in Economic Development' in 1970 marked the first systematic documentation of this adverse impact. Since then numerous studies have confirmed various aspects of the problems, and an international consensus has grown that steps must be taken to reduce this unintended effect of development efforts. A number of national and international bodies have produced resolutions on the subject. The following quote from the World Food Conference in Rome is typical of many:

"Recognizing that rural women in the developing world account for at least fifty percent of food production.

Knowing that women everywhere generally play the major role in the procurement and preparation of food consumed by their families ...

Recognizing the important role of the mother in the health development of the future generation through proper lactation and, furthermore, that mothers in most cultures are the best source of food for their very young children.

Reaffirming the importance of the World Health Assembly resolution on lactation . . .

Calls on all governments to involve women fully in the decision making machinery for food production and nutrition policies as part of total development strategies . . .

Calls on all governments to include in their plan provision for education and training for women on equal basis with men in food production and agricultural technology, marketing and distribution technology as well as consumer credit and nutrition information..."

The American response to this problem included an amendment to the Foreign Assistance Act of 1973 (the Percy Amendment) which provides, "Sections 103 through 107 of this Act shall be administered so as to give particular attention to those programs, projects and activities which tend to integrate women into the national economies of foreign countries thus improving their status and assisting the total development effort."

As national and international awareness of the problem has grown, the institutional structures to respond to the problem have begun to be articulated. A number of Regional Centers on women and development have been instituted under United Nations sponsorship. These centers have sponsored seminars on women and development which have drawn regional and national plans of action. Many of the regional plans of action call for the institution of national commissions on Women and Development to actively participate in the planning, implementation and evaluation of development activities.

For example, the African regional plan of action calls for the institution of 1) National Commissions on Women and Development to make policy recommendations and action proposals, 2) permanent secretariats of these national commissions to undertake research, to formulate projects and programs, and in general, to

seek women's integration in all sectors of social and economic development and 3) an interdepartmental body of experts...to insure coordination of programs and adequate representation within national policies and planning ... Such commissions and bureaus have now been instituted in many developing countries and more are currently in formation.

In the United States the Congressional mandate contained in the Percy Amendment led to the institution of a Women and Development Office within AID to gather and disseminate information on Women and Development concerns within the agency. In addition, each of AID's regional bureaus have undertaken a number of projects designed to deliver some of the benefits of development directly to women. Among these are a number of non-formal skills training and literacy programs, rural cooperative programs, agricultural production programs and maternal child health programs. The above may be delivered as one component of a larger agricultural development program. An example of this would be the women's vegetable production component of Operation Mil-Mopti in Mali. Alternatively, the entire program may be directed to women, as in the 2.5 million dollar non-formal education program centering around craft production currently being developed in Morocco. In either case, the purpose is to build upon women's traditional status giving roles in ways that permit them to benefit from development without disrupting the role responsibilities of their particular society.

At this point in time the development community is in the process of learning how best to deliver services to rural women in the developing world. American schools of home economics and agriculture have extensive resources of knowledge and experience in this area which would be useful in the learning process. These resources have not recently been called upon by the development community in a substantial way.

As the volume and variety of programming for women mounts, it is important that the Title XII universities be prepared to respond effectively to requests for technical assistance in this area. It is equally important that they be able to work collaboratively within the development community in the generation of innovative methods of integrating women more fully into the responsibilities and benefits of development.

Many developing countries are considering what kinds of institutions they can build to deliver agricultural training to their women farmers. Credit to their women traders, nutrition and health services to their rural families. The Title XII universities have much to contribute and much to learn from participation in this institution building.

In order to facilitate such participation the University of Arizona, in conjunction with the Women and Development Office of AID is submitting a proposal for a three-week training workshop on Women and Development for Title XII women in agriculture and nutrition and home economics. The training would be held in Washington, D. C. in August, 1978. Training would be done in part by AID's office of training, using the personnel, material and strategies. Further training would be done by experts on women and development hired on a consultant basis. Parts of the training would take place in AID's office of training, part at a residential training facility, and a small portion in other AID offices.

Participants would be selected by the universities themselves. Letters of invitation would be issued concurrently to the Deans of the College of Agriculture and the College of Home Economics of all Title XII universities describing the training and inviting them to nominate one senior and one junior women from their university to attend. The maximum number of participants would be 30. If more than 15 universities respond, the first fifteen will be registered and the others will be placed on a waiting list for a possible second session in 1979. Alternatively, preference could be given to universities with current Title XII projects. The training would focus on the following objectives:

- 1) to familiarize women from Title XII schools of agriculture and home economics with the policies, procedures and personnel of the foreign assistance programs of the United States Agency for International Development,
- 2) to develop in participants sufficient competency in working with agency formats and procedures so that they can participate within their universities as equal and informed partners in project development, implementation and evaluation,
- 3) to familiarize participants with the key issues affecting the impact of development on women in the developing world, so that they may bring this understanding to bear on the development activities of their own universities. The regional and national plans of action will be utilized as resources in this area to assure that the views of women in the developing world are accurately represented,
- 4) to familiarize participants with the role of universities in foreign assistance and to assist them in understanding how they, as university women, can become meaningfully involved in development activities.
- 5) to develop a network of professional contacts between development practitioners and university women. To the maximum extent possible, this will include contacts with women practitioners from the developing world.

The benefits that would accrue from such training would be substantial both for the Agency and the universities. After training both would have access to a network of women with substantial technical skills and the familiarity with AID procedures to work effectively in development activities. Such training would improve the institutional capability of the Title XII universities to effectively "integrate women into the national economies of foreign countries, thus improving their status and assisting the total development effort" as called for in Section 113 of the Foreign Assistance Act of 1973. This improved institutional capability, in turn, would improve the opportunities for the universities to respond to AID's requests for technical assistance that embodies this capacity. AID would benefit by having easily accessed technical assistance with such capacity. The developing world would benefit by having technically qualified people with a knowledge of both women's and men's concerns and problems involved in the American Foreign Assistance Programs. The cost of such an effort is small in relation to the benefits that it can bring.

BUDGET

Personnel

Training Coordinator (3 3/4 months @ \$1,600/mo)	\$ 6,000
Administrative Assistant (3/4 month @ \$1,200/mo)	900
Secretarial (120 hours @ \$4.00/hr)	480
Subtotal	<u>\$ 7,470</u>
Fringe Benefits (18.5% of salaries)	<u>635</u>
Subtotal	\$ 8,105
Women and Development Specialists (Consultant fees)	<u>1,200</u>
TOTAL COSTS (Personnel)	\$ 9,305

Communications

Phone	\$ 200
Duplication	200
Postage	50
Materials	<u>200</u>
Total	\$ 650

Participants Costs

Room and Board (30 participants x 20 days x \$25/day)	\$15,000
Plane Fare (30 participants - \$300/person)	9,000
	<u>\$24,000</u>

Other Transportation

Training coordinator - plane (3 round trips - Tucson, Washington)	880
Consultants - plane	2,000
Consultants - per diem 10 days @ \$50/day	<u>500</u>
	\$ 3,380

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SUMMARY OF BUDGET TOTALS

Personnel Costs	\$ 9,305
Communications	650
Participant Costs	24,000
Other Transportation	<u>3,380</u>
TOTAL.	\$37,335
University of Arizona Overhead (30%) (off-campus training)	11,200
	<u>\$48,535</u>

Letters in support of the Proposal are expected from the following people.

University of Arizona

W. Gerald Matlock - Coordinator of International Agriculture Programs

A. Richard Kassander - Vice President of Research

Robert R. Rice - Director, School of Home Economics

Others

Elizabeth Elliot, Assistant Dean and State Leader, Home Economics Extension,
Iowa State University

Keith McFarland, Dean, College of Home Economics, University of Minnesota

Pauline Paul, Director, School of Human Resources and Family Studies,
University of Illinois

Phyllis Snow, Dean, School of Home Economics, Utah State University

Janet Tuthill, BERD, Virginia State College

Gail House, Texas Tech University

Helen McHugh, Dean, School of Home Economics, Colorado State University



THE UNIVERSITY OF ARIZONA

TUCSON, ARIZONA 85721

VICE PRESIDENT
RESEARCH

April 5, 1978

D. Wood Thomas
Executive Director, BIFAD Board
3720 New State Department
Washington, D.C. 20523

Dear Dr. Thomas:

I am writing to express the strong interest of the University of Arizona in activities that support the involvement of women in development activities.

As you are no doubt aware, the University has a history of involving women extensively in the projects and on the committees of our Office of Arid Lands Studies. This winter the University was host to a conference on the "Role of Women in Food Production and Food Distribution Systems in Developing Countries", sponsored jointly by the Consortium for International Development and AID, which demonstrated the interest of women in land grant universities in contributing more actively to the development process. Since the conferences we have received many requests for follow-up activities which would continue the momentum generated at the conference.

The proposal for training of women from Title XII schools in AID's policies and procedures prepared by Kathleen Cloud and being submitted through the office of Women and Development is an excellent way to increase the involvement of U.S. University women in the development process. The University of Arizona will be pleased to be a part of that activity and give it our full institutional backing.

Sincerely,

A handwritten signature in cursive script, appearing to read "A. Richard Kassander, Jr.".

A. Richard Kassander, Jr.

ARK/jw

cc: Arvonne Fraser
Kathleen Cloud



Texas Tech University

BOX 4170 / LUBBOCK, TEXAS 79409 / (806) 742-3033

COLLEGE OF HOME ECONOMICS

April 7, 1978

Mr. Woods Thomas, Executive Director
BIFAD
3720 New State Department
Washington, D.C. 20523

Dear Mr. Thomas:

It is with sincere interest and enthusiasm that I wish to endorse the proposal submitted by Kathleen Cloud of the University of Arizona for a Training Workshop for Land Grant Colleges and related institutions to provide additional support education for those interested in the role of women in international development. The proposed endeavor is truly unique in the sense of applying the broad spectrum of expertise representative of several collateral disciplines toward the development of a model framework for initiating a comprehensive development training program which could readily be adapted for future implementation.

After attending the highly successful conference held in Tucson in January of this year, much interest has been exhibited in the promotion of programs which could provide continuing support training for those desiring assistance in increasing knowledge of and expertise in the international development arena related to concerns of women. It is projected further that the breadth of this particular project is such that the results could be utilized with confidence in an area far exceeding the domain denoted in the proposal.

In essence, the proposed project appears to reflect sound design, commendable objectives, and appreciable support in the nature of competent personnel necessary for such an undertaking. Hopefully, your office will likewise deem the project to be meritorious in nature.

Sincerely,

Gail House, Director
Model Rural Project

GH/b

cc: Ms. Arvonne Fraser, Coordinator
Office of Women in Development
Agency for International Development

Dr. Anson Bertrand, Board Member
BIFAD

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May 17, 1978

MEMORANDUM

TO: CM/COD/DSB, Mr. Morton Darvin
FROM: DS/XII, Nicolaas Luykx *Nicolaas Luykx*
SUBJECT: Justification to the Non-competitive Nature of a
Proposal for a Workshop/Seminar on Women and Development
for Personnel of Title XII universities

An unsolicited proposal for a Training Workshop on Women and Development for personnel of Title XII universities was submitted to A.I.D. by the University of Arizona. The proposal has been reviewed by DS/XII, the Board for International Food and Agricultural Development and its subordinate joint committees, PPC/WID and OPT/PSCD and deemed appropriate for A.I.D. financial support and implementation. DS/XII finds that the proposal meets the requirements of an unsolicited proposal contained under AID PR 7-4.5301 and recommends that a contract be awarded to the University of Arizona without consideration of other sources.

Clearance: DS/PO:RSimpson *RS*

AID-1350-1X
(7-71)

DEPARTMENT OF STATE
AGENCY FOR
INTERNATIONAL DEVELOPMENT

1. Cooperating Country
N/A

2. PIC/T No.
931- 1155 - 3188808

3. Original or
Amendment No. _____

PIO/T

PROJECT IMPLEMENTATION
ORDER/TECHNICAL
SERVICES

4. Project/Activity No. and Title
The Role of Women in Title XII - BIFAD

DISTRIBUTION

5. Appropriation Symbol
72-1181021.3

6.A. Allotment Symbol and Charge
843-36-099-00-20-81

6.B. Funds Allotted to:
 A.I.D./W Mission

7. Obligation Status
 Administrative Reservation Implementing Document

8. Funding Period (Mo., Day, Yr.)
From 6/1/78 To 12/31/78

9.A. Services to Start (Mo., Day, Yr.)
Between May 15, 1978 and June 15, 1978

9.B. Completion date of Services
(Mo., Day, Yr.) 9/30/78

10.A. Type of Action
 A.I.D. Contract Cooperating Country Contract Participating Agency Service Agreement Other

10.B. Authorized Agent
AID/W

Estimated Financing		(1)	(2)	(3)	(4)
		Previous Total	Increase	Decrease	Total to Date
11. Maximum A.I.D. Financing	A. Dollars		\$49,082		\$49,082
	B. U.S.-Owned Local Currency				
12. Cooperating Country Contributions	A. Counterpart				
	B. Other				

FUNDS RESERVED BY
POSTED
SERIALIZED
INDEXED

13. Mission References

14. Instructions to Authorized Agent
This PIO/T and Attachment A constitute supporting documentation and provide funding under contract with the University of Arizona for the design and implementation of a training workshop/seminar on the Role of Women in Title XII.

15. Clearances - Show Office Symbol, Signature and Date for all Necessary Clearances.

A. The specifications in the scope of work are technically adequate
DS/XII, Gerald G. Graf

B. Funds for the services requested are available
DS/PO/PR, Jack Ryan 5-19-78

C. The scope of work lies within the purview of the initiating and approved Agency Programs
DS/XII, Nicolaas Luykx

D.
DS/PO, Dan Blake 5/19/78

E.
17 May 78

F.
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16. For the cooperating country: The terms and conditions set forth herein are hereby agreed to
Signature and date:
Title:

17. For the Agency for International Development
Signature: Kenneth A Milow
Title: Chief, DS/PO/PR

18. Date of Signature
5/22/78

D-1X (9-70) PIO/T	Cooperating Country N/A	PIO/T No.	Page 2 of 6 Pages
	Project/Activity No. and Title The Role of Women in Title XII		

SCOPE OF WORK

19. Scope of Technical Services

A. Objective for which the Technical Services are to be Used

See Attachment A - Paragraph I

B. Description

See Attachment A - Paragraph II

Performance of the work hereunder shall be subject to the technical directions of the cognizant A.I.D. Scientific/Technical Office indicated on the cover page. As used herein, "Technical Directions" are directions to the Contractor which fill in details, suggest possible lines of inquiry, or otherwise supplement the general scope of the work. "Technical Directions" must be within the terms of this contract and shall not change or modify them in any way.

C. Technicians

See Attachment A - Paragraph IV

(1) (a) Number	(b) Specialized Field	(c) <u>Total</u> <u>Grade/Rate/Salary</u>	(d) Duration of Assignment (<u>Man-Months</u>)
1	Key Person - Program Director	\$6,000	3 3/4 mos.
1	Administrative Assistant	1,200	1 mo.
1	Secretary	695	100 hrs.
1	Secretary (Arizona)	480	120 hrs.

(2) Duty Post and Duration of Technicians' Services

Tucson, Arizona; Washington, D.C.; 3 3/4 mos. services to be provided over a five month period.

(3) Language requirements

None

(4) Access to Classified Information

None

(5) Dependents Will Will Not Be Permitted to Accompany Technician

D. Financing of Technical Services

(1) By AID - \$

(2) By Cooperating Country -

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PIO/T	Project/Activity No. and Title The Role of Women in Title XII		

20. Equipment and Supplies (Related to the services described in Block 19 and to be procured outside the Cooperating Country by the supplier of these services)

A. (1) Quantity	(2) Description	(3) Estimated Cost	(4) Special Instructions
	Lodging and conference facilities for seminar/workshop	\$7,000	
	Partial per diem to be paid to conference participants (30 participants x 21 days @ \$20)	14,100*	
	Postage/telephone costs	250	
	Reproduction of materials	500	
	Other conference costs	500	

*Special subsistence/incidentals per diem rate of \$20 to be authorized plus not to exceed \$50 in taxi expenses per participant.

B. Financing of Equipment and Supplies

(1) By AID - \$

(2) By Cooperating Country -

21. Special Provisions

- A. This PIO/T is subject to AID (contracting) (PASA implementation) regulations.
- B. Except as specifically authorized by AID, or when local hire is authorized under the terms of a contract with a U.S. Supplier, services authorized under this PIO/T must be obtained from U.S. sources.
- C. Except as specifically authorized by AID/W, the purchase of commodities authorized under this PIO/T will be limited to the U.S. under Geographic Code 000.
- D. Other (specify):

AID 1350-1X (S-70)	Cooperating Country N/A	PIO/T No.	Page 4 of 6 Pages
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22. Reports by Contractor or Participating Agency (Indicate type, content and format of reports required, including language to be used if other than English, frequency or timing of reports, and any special requirements)

See Attachment A - Paragraph VII

23. Background Information (Additional information useful to Authorized Agent and Prospective Contractors or Participating Agency; if necessary cross reference Block 19.C(4) above.)

24. Relationship of Contractor or Participating Agency to Cooperating Country and to AID

A. Relationships and Responsibilities

The Contractor shall work with DS/XII and through DS/XII with other designated A.I.D. officers in PPC/WID, OPT/PSCD, BIFAD/SS and elsewhere.

B. Cooperating Country Liaison Official

N/A

C. AID Liaison Officials

Mr. Gerald G. Graf, Program Manager, DS/XII

AID 1350-1X (9-70) PIO/T	Cooperating Country N/A	PIO/T No.	Page 5 of 6 Pages
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LOGISTIC SUPPORT

25. Provisions for Logistic Support A. Specific Items (Insert "X" in applicable column at right. If entry needs qualification, insert asterisk and explain below in C. "Comments")	In Kind Supplied By		From Local Currency Supplied By	
	AID	Cooperating Country	AID	Cooperating Country
(1) Office Space				
(2) Office Equipment				
(3) Housing and Utilities				
(4) Furniture				
(5) Household Equipment (Stoves, Refrig., etc.)				
(6) Transportation in Cooperating Country				
(7) Interpreter Services				
Other: (8)				
(Specify) (9)				
(10)				
(11)				
(12)				
(13)				
(14)				
(15)				

B. Additional Facilities Available From Other Sources

C. Comments

A.I.D. Program Support - See Attachment A - Paragraph VI

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CONTINUATION SHEET

DEPARTMENT OF STATE
AGENCY FOR
INTERNATIONAL DEVELOPMENT

Worksheet Issuance

PAGE 6 OF 6 PAGES

FORM SYMBOL

TITLE OF FORM
PROJECT IMPLEMENTATION
ORDER/TECHNICAL
SERVICES

1. Cooperating Country
K/A

2.a. Code No.

2.b. Effective Date

2.c. Amendment No.
 Original OR

3. Project/Activity No. and Title

The Role of Women in Title XII

Indicate block numbers.

Use this form to complete the information required in any block of a PIO or PA/PR form.

ESTIMATED BUDGET

1. Salaries	\$ 8,375
2. Fringe benefits	1,420
3. Transportation/travel allowances	5,610
4. Conference facilities	7,000
5. Partial per diem for participants	14,100
6. Postage, telephone, reproduction & other costs	1,250
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Sub-total	\$ 37,755
7. University overhead (30%)	11,327
	<hr/>
Total	\$ <u>49,082</u>